

**CHARTER TOWNSHIP OF ELMWOOD  
REGULAR BOARD MEETING  
JULY 11, 2022  
IN THE TOWNSHIP HALL**

**Call to Order:**

Supervisor Shaw called the meeting to order at 6:00 p.m.

**Pledge of Allegiance:**

Supervisor Shaw led the Pledge of Allegiance.

**Roll Call:**

**Present:** Jeff Shaw, Connie Preston, Jim O'Rourke, Deborah Allen, Terry Lautner, and Chris Mikowski

**Excused:** Dave Darga

**Declaration of Conflict of Interest:**

Supervisor Shaw declared a conflict with item 11a as it has a direct financial impact on him.  
MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE LAUTNER TO RECUSE JEFF SHAW FROM PARTICIPATING IN 11a. Motion passed unanimously by a voice vote.

**Public Hearings**

**PUBLIC HEARING ON ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR  
S. BLUE RIDGE LANE, E. OLD ORCHARD ROAD, AND S. ORCHARD WAY ROAD  
MAINTENANCE SPECIAL ASSESSMENT DISTRICT**

Supervisor Shaw opened the public hearing at 6:01 p.m. No comment was offered.  
Supervisor Shaw closed the public hearing at 6:02 p.m.

**PUBLIC HEARING ON ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR EAST  
TIMBERWOODS DRIVE, S. FOX VALLEY LANE, AND S COTTONWOOD DRIVE ROAD  
MAINTENANCE SPECIAL ASSESSMENT DISTRICT**

Supervisor Shaw opened the public hearing at 6:02 p.m. No comment was offered.  
Supervisor Shaw closed the public hearing at 6:02 p.m.

**Public Comment**

Peter Furman

**Consent Calendar:**

**Department Reports:**

**Treasurer  
Planning/Zoning  
Harbormaster**

**Committee Reports:**

**Parks & Rec  
6-8-22**

**Minutes:**

**6-13-22  
6-30-22  
Closed Session**

**Post Audit Invoices 6-15-22 through 6-30-22**

MOTION BY TRUSTEE ALLEN, SECONDED BY TREASURER MIKOWSKI TO APPROVE THE  
CONSENT CALENDAR AS PRESENTED. The motion passed unanimously by a voice vote.

## **Agenda Approval**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE ALLEN TO APPROVE THE AGENDA AS AMENDED BY ADDING 11a, ZONING DISCUSSION. The motion passed unanimously by a voice vote.

## **Supervisor Remarks**

Supervisor Shaw submitted a written report and added that he will be meeting with Aqua superPower at the marina regarding charging stations for electric boats. He has also had suggestions regarding batting cages and parking meters. He called Alpine Electric to look at the GHP sewer alarm that has been sounding off frequently.

## **Trustee Remarks**

None

## **Engineer's Report**

Ken Schwerdt of Wade Trim updated the Board on the Brewery Creek parking design, and the Timberlee water tank and pumps. Mr. Schwerdt stated that Garfield Township's surplus tanks were not the right size for Timberlee. He also reviewed his report with three options for pedestrians on Cherry Bend Road with costs ranging from \$445,000.00 to \$2,089,000.00.

## **Other Officer Remarks**

Chief Tampa updated the Board on Fire Department stats and hiring. Harbormaster Pete Moon reported on the busy week at the marina.

## **Communications from the Clerk**

Clerk Preston stated that she distributed the 2021 audit to the Trustees. There are three special assessment districts that are running a deficit. The Timberlee road construction SAD final bond payments were made but the fund is at a deficit. The Township pledged the full faith and credit of the Township so the bonds have been paid but the general fund will have to absorb the loss of around \$70,000.00. The Greilickville Water System construction bonds are also at a deficit but the Greilickville water system operating fund can be used to help pay those bonds. Final numbers will be brought to the Board in August

## **Lake Leelanau Lake Association Presentation**

Nancy Popa with the Lake Leelanau Lake Association highlighted the actions the group has undertaken to protect the lake from invasive species. They would like Elmwood Township to contribute some of their ARPA funds to support their efforts. She will get back to the Board with specific numbers.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Supervisor Shaw stepped away from the chair and Trustee Allen chaired the following topic.

## **Refund Request/Greilickville Water System Special Assessment District**

John Divozzo, Grand Traverse County Director of Public Works, explained that Mr. Shaw has requested a refund of his money paid into the Greilickville Water Main Special Assessment District as he did not receive a useable lead to connect to the system. Mr. Divozzo stated that there were three options. They are to do nothing, provide a useable lead to the parcel, or remove the parcel from the district and refund the money. He did not recommend doing nothing, and stated that the least expensive option was to refund the money. If the watermain was ever extended, then that property should be added to any new special assessment. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE O'ROURKE TO REFUND TO JEFF SHAW THE AMOUNT OF \$9597.83. AND REMOVE HIS PARCEL FROM THE SPECIAL ASSESSMENT DISTRICT. The motion passed unanimously by a voice vote

### **Resolutions Approving Rolls for Road Maintenance Districts**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE O'ROURKE TO APPROVE RESOLUTION 4 OF 2022, A RESOLUTION ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR S. BLUE RIDGE LANE, E. OLD ORCHARD ROAD, AND S. ORCHARD WAY ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT. The motion passed 6-0 by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE O'ROURKE TO APPROVE RESOLUTION 5 OF 2022 A RESOLUTION ADJUSTING THE ANNUAL SPECIAL ASSESSMENT ROLL FOR EAST TIMBERWOODS DRIVE, S. FOX VALLEY LANE, AND S COTTONWOOD DRIVE ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT. The motion passed 6-0 by a roll call vote.

### **Waterways Grant Agreements**

Planner Sarah Clarren presented three grant agreements from the Department of Natural Resources along with resolutions to approve them. The first agreement is an addendum to authorize a one- year extension to the engineering grant.

MOTION BY TRUSTEE ALLEN, SECONDED BY TREASURER MIKOWSKI TO APPROVE RESOLUTION 6 OF 2022 TO EXTEND THE PRELIMINARY ENGINEERING AGREEMENT FOR ONE YEAR. The motion passed 6-0 by a roll call vote.

The second agreement is for a grant that was approved last year but was never finalized by the DNR after we mailed it in.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE ALLEN TO ADOPT RESOLUTION 7 OF 2022 APPROVING THE GRANT AGREEMENT FOR MARINA PHASE 3a WITH THE DNR MATCHING FUNDS OF \$378,000.00. Motion passed 6-0 by a roll call vote.

The third agreement is for a grant approved this year for phase 3b.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE ALLEN TO ADOPT RESOLUTION 8 OF 2022 APPROVING THE GRANT AGREEMENT WITH THE DNR MATCHING FUNDS OF \$600,000.00. The motion passed 6-0 by a roll call vote.

### **Authorization to Mail Postcards for Parks and Recreation Survey**

MOTION BY TRUSTEE ALLEN, SECONDED BY TRUSTEE LAUTNER TO APPROVE THE POSTCARDS AND POSTAGE TO MOVE FORWARD ON THE COMMUNITY INPUT SURVEY. The motion passed unanimously by a voice vote.

### **Drinking Fountain Quotes**

MOTION BY TRUSTEE LAUTNER, SECONDED BY TREASURER MIKOWSKI TO PURCHASE DRINKING FOUNTAINS USING ARPA FUNDS. (Per June 7, 2022 quote of \$26447.00). Motion passed 5-1 with Supervisor Shaw voting no.

**Greilickville Harbor Park Restroom Floors**

MOTION TO APPROVE THE BID IN THE AMOUNT OF \$2886.00 FROM TC COATINGS TO EPOXY FOUR BATHROOM FLOORS AT GREILICKVILLE HARBOR PARK. Motion passed unanimously by a voice vote.

**Zoning Discussion**

The Board discussed considering ordinances regulating junk, noise, or lawns.

MOTION BY TRUSTEE O'ROURKE, SECONDED BY TRUSTEE ALLEN TO HAVE SARAH LOOK AT WHAT OTHER TOWNSHIPS IN LEELANAU COUNTY ARE DOING. The motion failed 2-4 by a roll call vote with O'Rourke, Lautner, Mikowski, and Preston voting no and Shaw and Allen voting yes.

**PAYMENT OF INVOICES**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE ALLEN TO PAY THE INVOICES IN THE AMOUNT OF \$104,299.85. The motion passed unanimously by a voice vote.

**PUBLIC COMMENT**

None

**Adjournment**

Supervisor Shaw adjourned the meeting at 7:32 p.m.